

GOVERNMENT OF TELANGANA  
ABSTRACT

OFFICE PROCEDURE - SCHEDULED CASTE DEVELOPMENT DEPARTMENT –  
Payment of Rs.8,923/- towards the cost of full service maintenance charges to  
M/s. Ricoh India Ltd., Hyderabad for the period from 13-08-2014 to 15-10-2014  
working in Scheduled Caste Development Department for official use –  
Expenditure – Sanctioned – Orders – Issued.

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SCHEDULED CASTE DEVELOPMENT (OP) DEPARTMENT

G.O.RT.No. 157.

Dated:03-12-2014

Read the following:

Ref:- 1 Govt. Letter No.1753/OP.A1/2014, SCD Dept. Dt:04-09-2014.  
2 From M/s Ricoh India Ltd., Hyderabad Invoice No. 73145858  
dated:15-10-2014.

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ORDER:

Government have entered into an agreement for one year w.e.f.,  
03-08-2014 in the reference 1<sup>st</sup> read above with M/s Ricoh India Ltd.,  
Hyderabad, for taking out Photo copy for the office use of the Department,  
Billable upto 30,000 copies per month is @ 35 paise per copy, Billable more than  
30,001 copies per month is @ 34 paise per each copy + taxes (VAT @ 5% &  
Service @ 12.3%) extra.

2. In the reference 2<sup>nd</sup> read above, M/s. Ricoh India Limited., Hyderabad  
has submitted the bill towards the cost of full service maintenance charges for  
the period from 13-08-2014 to 15-10-2014 in Scheduled Caste Development  
Department towards cost of copies were taken in Photocopier Machine @ 0.35  
paise per copy upto 30,000 paise per copy + VAT @ 5% and S.T.@ 12.36% the  
following details are given below:-

Sl. No	Period	No. of copies photocopied	Rate	INVOICE NO.	Date	AMOUNT Rs
1	13-08-2014 to 15-10-2014	22,434	0.35 ps	73145858	15-10-2014	Rs 8,923/-
					Total	Rs.8,923/-

3. Sanction is hereby accorded for payment of Rs. 8,923/- (Rupees Eight  
thousand nine hundred and twenty three only) towards the cost of full service  
maintenance charges for photo copies taken over during the period from  
13-08-2014 to 15-10-2014 to M/s. Ricoh India Limited., Hyderabad vide Xerox  
Machine S. No. M5416530048 Model No. MP-4000B in Scheduled Caste  
Development Department for official use.

4. The expenditure shall be debited to the Head of Account “2251  
Secretariat Social Services – 090 Secretariat – 08 Social Welfare Department –  
130 Office expenses/ 132 Other Office Expenses”.

5. The Scheduled Caste Development (OP) Department shall draw a cheque  
for an amount of Rs. 8,923/- (Rupees Eight thousand nine hundred and twenty  
three only) in favour of M/s Ricoh India Limited., Hyderabad for settlement of  
bill.

6. This order does not require the concurrence of the Finance Department,  
as per rules in force.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

J. RAYMOND PETER  
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

To  
M/s Ricoh India Limited, Hyderabad  
The Deputy Pay & Accounts Officer, Sectt.Br., Telangana, Hyderabad.  
The Scheduled Caste Development (OP) Department..  
SF/SCs.

//FORWARDED:: BY ORDER//

SECTION OFFICER